

**Administrative Permit: ON PREMISE SIGN**

		FEES	DEPOSIT/FEE	FEE CODE
DPLU PLANNING		\$780	F	2649
DPLU ENVIRONMENTAL		--		
DPW ENGINEERING		--		
DPW INITIAL STUDY REVIEW		--		
STORMWATER	MINOR	--		
	MAJOR	--		
DEH	SEPTIC/WELL	--		
	SEWER	--		
PARKS		--		
<b>TOTAL</b>		<b>\$780</b>		

VIOLATION FEE \$780

**FORMS/REQUIREMENTS**

[90A Typical Plot Plan](#)  
[320 Evidence of Legal Parcel](#)  
[346 Discretionary Permit Application Form](#)  
[346S Supplemental Application Form](#)

**NOTES:**

- \_\_\_\_\_ 1. Five (5) copies of the plot plan.
- \_\_\_\_\_ 2. Five (5) copies of the ELEVATION renderings showing all existing and proposed signs on site. (**Plot plans and elevations should be stapled together in sets and folded to 8 ½" x 11" with lower right-hand corner exposed.**)
- \_\_\_\_\_ 3. Owner authorization letter. (If Applicable) A letter signed by the owner authorizing the applicant to apply for the permit.
- \_\_\_\_\_ 4. **Do NOT collect DPW deposit.**
- \_\_\_\_\_ 5. Inform applicant that project goes to local Community Planning Group and/ or Design Review Board for recommendation.